

**JOINT FORCE HEADQUARTERS WISCONSIN  
WISCONSIN NATIONAL GUARD  
2400 WRIGHT STREET  
POST OFFICE BOX 8111  
MADISON WISCONSIN 53708-8111**

**AIR NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)  
VACANCY ANNOUNCEMENT (MVA) NUMBER 05-14**

OPENING DATE: 7 Mar 2005

CLOSING DATE: 21 Mar 2005

(Applications will not be accepted after 1600 hrs)

UNIT/LOCATION: 128ARW, General Mitchell ANG Base, Milwaukee, WI

POSITION: HAZMAT Specialist

MILITARY AFSC REQUIREMENTS: 2S0X1

MINIMUM SKILL LEVEL REQUESTED: Five Level

AREA OF CONSIDERATION: Restricted to category II AGRs currently employed  
at 128ARW, General Mitchell ANG Base, Milwaukee, WI

FILL DATE: On or about 26 July 2005

SALARY RANGE: Pay and allowance commensurate with military pay.

MINIMUM GRADE REQUIRED: SSG/E5

MAXIMUM EUMD GRADE: MSG/E7

AVAILABLE UPMR GRADE: MSG/E7

**MINIMUM QUALIFICATION REQUIREMENTS**

1. Member must be medically qualified IAW AFI 48-123. Applicants cannot be subject to any flagging action for medical purposes. ANG members entering on full-time duty must have a current physical examination (within 36 months) prior to entry date. Individuals transferring from title 10 USC (active duty or statutory tour) are not required to have a new physical unless the previous physical is over five years old at the time of entry onto AGR status. Personnel ages 40 and above must have a Risk Index calculated IAW 48-123. Individuals with a Risk Index exceeding 10,000 must have a stress EKG accomplished. Selected individual must have an HIV test completed within 6 months of AGR start date. Females require a pregnancy test within 30 days prior to AGR start date.
2. Members must meet physical fitness standards IAW 10-248, Air National Guard Fitness Program.
3. Applicants with family members currently on-board are cautioned to review ANGI 36-101 for assignment restrictions.
4. Personnel must have sufficient retainability to permit completion of tour of duty. Can not be eligible for or receiving an immediate Federal (Military or Civilian) retirement annuity.
5. Each application will be screened for all mandatory AFSC entry criteria, if degree requirements are required, please enclose copies of transcripts.

**CONDITIONS OF EMPLOYMENT**

1. Individuals selected will be ordered to/or continued on full-time military duty under the provisions of Title 32 USC 502(f). Subsequent tours are at the discretion of the State Adjutant General. Member must remain in initially assigned position for a minimum of twelve months.
2. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete a Statement of Understanding in accordance with Attachment 2 of ANGI 36-101.
3. Applicants participating in the ANG Incentive Program may be terminated upon entry into full-time National Guard duty. See specific incentive agreement for termination rules.
4. Applicants must not have been separated "for cause" from active duty or a previous AGR tour.
5. Existing ANG Promotion Policies apply.

**BRIEF DESCRIPTION OF DUTIES:**

Supervises and performs item and monetary accounting and inventory stock control, financial planning, and funds control. Computes requirement, determines allowance, and researches and identifies supplies and equipment requirements. Supervises and performs operations

involved in storage, inspection, identification, and receipt of property. Responsible for facility safety and security. Conducts inventories. Operates automated equipment, special purpose government vehicles, and materiel handling equipment. Performs administrative and management functions. Performs and monitors management (and procedural application) of manual or automated inventory control actions. Computes and accumulates data for use in analysis. Helps develop work standards and methodology. Performs inventories, and ensures timely correction of discrepancies. Prepares, analyses, and evaluates reports, procedures, and policy data. Provides customer service. Inspects and evaluates inventory management activities. Periodically inspects activities for compliance with policies, procedures, and directives for accuracy. Analyzes reports and records activities, reports inefficiencies to supervisors, and recommends corrective actions to improve operations. Evaluates supply efficiency and equipment management activities. Uses management products to evaluate accounts. Provides support to maintenance activities. Coordinates with maintenance activities on repairable component actions. Controls and issues bench stock property. Obtains material required for equipment modification, periodic component exchange, and bills of material in support of maintenance. Accounts for all items contained in mobility readiness spares packages. Inspects and identifies property. Inspects conditions of property received. Compares property with procurement specifications. Identifies property, using technical data and blueprints, and identifies components to subassemblies. Performs shelf life inspections of stock. Performs technical material functions. Develops methods and improves procedures for storage and issuing property. Plans use of storage facilities. Inventories supplies and equipment. Prepares statements of facts surrounding property loss, damage, or destruction through causes other than fair wear and tear. Establishes property locator system. Issues, delivers, and transfers property. Issues, ships, delivers or transfers property from issue, shipping, or transfer destination points through coordination with customers. Controls issue of classified sensitive, and controlled items, obtaining custody or document receipts. Compiles data for storage and occupancy planning reports. Pulls, issues, and bins bench stock property. Plans and schedules materiel storage and distribution activities. Ensures availability, and controls use of space, materiel handling equipment, and required spare parts. Establishes fire prevention and safety standards, and ensures compliance. Determines requirements for storage, including those for classified, sensitive, radioactive, hazardous, mobility readiness spares packages and flammable property. Ensures protection of personnel. Prevents deterioration, contamination, and destruction of property. Controls stock rotation to prevent deterioration and permit maximum use of dated and technical order compliance assets. Coordinates with customers regarding priority of deliveries and destination points. Establishes controls to deliver expedited requests within prescribed time limits. Supervises central receiving activity; coordinates requirements for shipping with transportation. Supervises repairable processing center. Maintains assigned unit vehicles.

## HOW TO APPLY

Submit a package that includes the following:

1. Cover Letter addressing the **military vacancy announcement** you are applying for.
2. NGB Form 34-1 completed and signed.
3. Personnel Records Review RIP, complete and current.
4. Medical Records as listed:
  - A. Current **SF 507** (Annual Assessment form).
  - B. Current **AF Form 422** (Physical Profile Serial Report).
  - C. Current **FitnessAge Assessment form**.
5. One (1) – DMA Form 181 (*Race/nationality form*) (If DMA 181 is unavailable use SF Form 181)

\*Note: Forms may be found by going to the following web site: <http://dma.wi.gov/agr.asp>

6. Forward application to: **THE ADJUTANT GENERAL WI, ATTN: WIJS-J1-MS-MD (AGR Air Staffing), 2400 WRIGHT STREET, MADISON, WI 53704-2572**. Applications must be mailed at applicant's own expense. FAXED APPLICATIONS WILL NOT BE ACCEPTED. Questions regarding this announcement may be referred to the above at DSN 724-3718 or commercial (608) 242-3718. Applicants are encouraged to call prior to job close date to ensure application was received; however, it is the applicant's responsibility alone to ensure that the application and all required supporting materials are complete. The application **will not be reviewed** until after the closing date. If the application is incomplete a letter will be sent to the individual indicating the reason for disqualification. All applications become the property of the J1Office.